

## METCOA RESTART SITE

## Weekly Inspection Checklist

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OCT 03 1994

HALEY &amp; ALDRICH INC.

WEEKLY EXTERIOR INSPECTION		
Date Inspected: 9/30/94	Inspected By: FRANK DILLON	Weather Conditions: SUNNY - 70%
Time: 1300		
Perimeter Fence:		
	Yes No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	— ✓	
Signs of Vandalism?	— ✓	
Access Gates secured?	✓ —	
Warning Signs (on perimeter fence):		
# of signs present:	51	
# missing or damaged (note location):	0	
Exterior of Buildings:		
	Yes No	
Signs of Unauthorized Entry?	— ✓	
Signs of Vandalism?	— ✓	

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F. H. J.  
KEYSTONE SECURITY

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**FEB 21 1995**

**WESTERN RESPONSE  
SECTION**

**METCOA RESTART SITE  
QUARTERLY REPORT  
OCTOBER TO DECEMBER 30, 1994**

by

**H & A of New York  
Rochester, New York**

for

**Xerox Corporation  
Webster, New York**

**File No. 70434-042  
February 1994**



**AR100121**

14 February 1995  
File No. 70434-042

U.S. Environmental Protection Agency - Region III  
303 Methodist Building  
11th & Chapline Streets  
Wheeling, West Virginia 26003

Attention: Jeffery A. Dodd, OSC  
Removal Enforcement Section (3HW33)

Subject: METCOA Restart Site  
2nd Quarterly Report  
October through December 1994

Gentlemen:

In accordance with paragraph 8.7 of the Administrative Order Docket No. III-93-02-DC (Order), this letter will constitute the 2nd Quarterly Report for the METCOA Restart Site as stated in Section 4.5 of the approved portions of the Response Action Plan (RAP). Attachment 1 contains a summary of site security inspections conducted during the reporting period of October through December 1994.

As stated in Section 4.5 of the approved portions of the RAP, the quarterly reports will be sent to U.S. Environmental Protection Agency - Region III (USEPA) on a quarterly basis. We plan to have the reports issued before the end of the following reporting period. In addition, based on a request by USEPA, we plan to notify Jeffery A. Dodd, OSC for USEPA one week prior to performing quarterly site security inspections. This communication will enable USEPA to attend the quarterly inspections, if so desired.

If you have any questions, please do not hesitate to call us.

Sincerely yours,  
HALEY & ALDRICH, INC.

  
Gary S. Clifford  
Staff Engineer

  
Patricia M. Perry  
Sr. Environmental Geologist

GSC002A:70434ltr.10

## **ATTACHMENT I**

### **INSPECTION REPORTS**

This attachment presents a summary of the site security inspections conducted at the METCOA Restart in accordance with the approved Site Security Plan of the Xerox RAP. Site inspections were conducted by our subcontractor, Keystone Security & Investigation, Inc. (Keystone). Copies of weekly and quarterly inspection reports are attached.

#### **Weekly Inspections**

The inspections for the reporting period were performed during the period of October 1994 through 30 December 1995 by Keystone. The condition of the perimeter fence, perimeter fence warning signs, and exterior of the buildings were inspected in accordance with the Weekly Inspection Checklist. No unusual conditions were observed by Keystone as noted from the perimeter fence. A total of 51 warning signs are posted on the perimeter fence of the site. Copies of the weekly inspection reports are attached.

#### **Quarterly Inspections**

The second Quarterly Inspection was performed on 10 January 1995 by Keystone. The main building interior, ancillary wooden structures, perimeter fence and site signage were inspected following the Quarterly Inspection Checklist. Observations indicated that the site security and fire protection systems were in-place. Updated Fire Extinguisher Location Plans replaced existing plans. Copies of the quarterly inspection checklists are attached.

Section 1

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METCOA RESTART SITE

Weekly Inspection Checklist

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>10/7/94</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>Sunny - 75%</u>
Time: <u>11:00 H.R.</u>		
Perimeter Fence:		
	Yes No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	
Access Gates secured?	<u>✓</u> <u>—</u>	
Warning Signs (on perimeter fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Buildings:		
	Yes No	
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	

*Frank Dillon*  
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HALEY & ALDRICH INC.

METCOA RESTART SITE

Weekly Inspection Checklist

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>10/31/94</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>Cloudy 60°</u>
Time: <u>1700</u>		
Perimeter Fence:		
	Yes      No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	— <u>✓</u>	
Signs of Vandalism?	— <u>✓</u>	
Access Gates secured?	<u>✓</u> —	
Warning Signs (on perimeter fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Buildings:		
	Yes      No	
Signs of Unauthorized Entry?	— <u>✓</u>	
Signs of Vandalism?	— <u>✓</u>	

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OCT 25 1994

HALEY & ALDRICH INC.

METCOA RESTART SITE

Weekly Inspection Checklist

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>10/12/1994</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>SUNNY - 70%</u>
Time: <u>1600 HR.</u>		
Perimeter Fence:		
	Yes	No
Signs of Unauthorized Entry?	<u>—</u>	<u>✓</u>
Signs of Vandalism?	<u>—</u>	<u>✓</u>
Access Gates secured?	<u>✓</u>	<u>—</u>
Warning Signs (on perimeter fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Buildings:		
	Yes	No
Signs of Unauthorized Entry?	<u>—</u>	<u>✓</u>
Signs of Vandalism?	<u>—</u>	<u>✓</u>

*Full [Signature]*  
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METCOA RESTART SITE  
Weekly Inspection Checklist

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>10/28/94</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>SUNNY 65°</u>
Time: <u>1700 HRS.</u>		
Perimeter Fence:		
	Yes      No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	— <u>✓</u>	
Signs of Vandalism?	— <u>✓</u>	
Access Gates secured?	<u>✓</u> —	
Warning Signs (on Perimeter Fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Buildings:		
	Yes      No	
Signs of Unauthorized Entry?	— <u>✓</u>	
Signs of Vandalism?	— <u>✓</u>	

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## METCOA RESTART SITE

## Weekly Inspection Checklist

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HALEY &amp; ALDRICH INC.

N106-94

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>11/3/94</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>Cloudy 65%</u>
Time: <u>1500</u>		
Perimeter Fence:		
	Yes	No
Signs of Unauthorized Entry?	—	<u>✓</u>
Signs of Vandalism?	—	<u>✓</u>
Access Gates secured?	<u>✓</u>	—
Warning Signs (on perimeter fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Building:		
	Yes	No
Signs of Unauthorized Entry?	—	<u>✓</u>
Signs of Vandalism?	—	<u>✓</u>

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NOV 17 1994

HALEY & ALDRICH INC.

METCOA RESTART SITE

Weekly Inspection Checklist

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>11/11/94</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>SUNNY - 55°</u>
Time: <u>1100 AM</u>		
Perimeter Fence:		
	Yes      No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	— <u>✓</u>	
Signs of Vandalism?	— <u>✓</u>	
Access Gates secured?	<u>✓</u> —	
Warning Signs (on perimeter fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Buildings:		
	Yes      No	
Signs of Unauthorized Entry?	— <u>✓</u>	
Signs of Vandalism?	— <u>✓</u>	

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HALEY & ALDRICH INC.

METCOA RESTART SITE

Weekly Inspection Checklist

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>11/18/94</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>60 Clear</u>
Time: <u>1630 HR.</u>		
Perimeter Fence:		
	Yes	No
Signs of Unauthorized Entry?	<u>—</u>	<u>✓</u>
Signs of Vandalism?	<u>—</u>	<u>✓</u>
Access Gates secured?	<u>✓</u>	<u>—</u>
Warning Signs (on perimeter fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Building:		
	Yes	No
Signs of Unauthorized Entry?	<u>—</u>	<u>✓</u>
Signs of Vandalism?	<u>—</u>	<u>✓</u>

*Frank Dillon*  
RISTONE SECURITY INC

# METCOA RESTART SITE

## Weekly Inspection Checklist

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HALEY & ALDRICH INC.

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>11/26/94</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>45% SUNNY</u>
Time: <u>1630</u>		
Perimeter Fence:		
	Yes No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	
Access Gates secured?	<u>✓</u> <u>—</u>	
Warning Signs (on perimeter fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Buildings:		
	Yes No	
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	

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# METCOA RESTART SITE

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HALEY & ALDRICH INC.

DEC-3-94

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>12/3/94</u>	Inspected By: <u>Frank D. Dixon</u>	Weather Conditions: <u>50%</u>
Time: <u>1630</u>		
Perimeter Fence:		
	Yes No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	
Access Gates Secured?	<u>✓</u>	
Warning Signs (on perimeter fence)		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Building:		
	Yes No	
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	

ORIGINAL INVOICE APPROVED	
FILE NO. _____	APPROV. _____
DATE _____	COSIGNED _____
PAID DATE _____	CHECK NO. _____
VOUCHERED DATE _____	

*Frank D. Dixon*  
KEystone SECURITY INC.

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# METCOA RESTART SITE

## Weekly Inspection Checklist

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HALEY & ALDRICH INC.

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>12/18/94</u>	Inspected By: <u>Frank Dillon</u>	Weather Conditions: <u>Cold 40°</u>
Time: <u>1100</u>		
Perimeter Fence:		
	Yes No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	— ✓	
Signs of Vandalism?	— ✓	
Access Gates secured?	✓ —	
Warning Sign (on perimeter fence)		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Building:		
	Yes No	
Signs of Unauthorized Entry?	— ✓	
Signs of Vandalism?	— ✓	

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KEYSTONE SECURITY INC.

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METCOA RESTART SITE  
Weekly Inspection Checklist

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DEC 19 1994  
HALEY & ALDRICH INC.

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>12/15/94</u>	Inspected By: <u>Frank L. Dillon</u>	Weather Conditions: <u>40 Sunny</u>
Time: <u>1330</u>		
Perimeter Fence:		
	Yes No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	
Access Gates Secured?	<u>—</u> <u>—</u>	
Warning Signs (on perimeter fence):		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Building:		
	Yes No	
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	

FRANK DILLON  
KEYSTONE SECURITY  
*[Signature]*



# METCOA RESTART SITE

## Weekly Inspection Checklist

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DEC 23 1994

HALEY & ALDRICH INC.

TUE. 12/20/94

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>12/20/94</u>	Inspected By: <u>Frank Dillon</u>	Weather Conditions: <u>SUNNY 45°</u>
Time: _____		
Perimeter Fence:		
	Yes No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	— <u>✓</u>	
Signs of Vandalism?	— <u>✓</u>	
Access Gates Secured?	<u>✓</u> —	
Warning Signs (on Perimeter Fence)		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Building:		
	Yes No	
Signs of Unauthorized Entry?	— <u>✓</u>	
Signs of Vandalism?	— <u>✓</u>	

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Frank Dillon  
 HALEY & ALDRICH INC.

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# METCOA RESTART SITE

## Weekly Inspection Checklist

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JAN 05 1995

HALEY & ALDRICH INC.

WEEKLY EXTERIOR INSPECTION		
Date Inspected: <u>12/30/94</u>	Inspected By: <u>FRANK DILLON</u>	Weather Conditions: <u>SUNNY 40°</u>
Time: <u>11:30 AM</u>		
Perimeter Fence		
	Yes No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	
Access Gates Secured?	<u>✓</u> <u>—</u>	
Warning Signs (on perimeter fence)		
# of signs present:	<u>51</u>	
# missing or damaged (note location):	<u>0</u>	
Exterior of Building		
	Yes No	
Signs of Unauthorized Entry?	<u>—</u> <u>✓</u>	
Signs of Vandalism?	<u>—</u> <u>✓</u>	

*Full V*  
KEYSTONE SECURITY INC.

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FILE NO. _____	
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DATE _____	
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VOUCHERED DATE _____	

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JAN 19 1995

HALEY & ALDRICH INC.

METCOA RESTART SITE

Quarterly Inspection Checklist

TUE  
JAN-10-95

QUARTERLY INTERIOR/EXTERIOR INSPECTION			
Date Inspected: 11/10/95	Inspected By: DAVID BYERS FRANK DILLON		Weather Conditions: 30° FLURRIES
Time: 1148 A.M.			
Main Building Interior:			
	Yes	No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	___	___/___	REPLACED OLD ONES WITH UPDATED PLANS
Signs of Vandalism?	___	___/___	
No Smoking signs present?	___/___	___	
Condition of signs?	Comments: GOOD		
Fire Extinguishers present?	___/___	___	
Location maps of Fire Extinguishers present?	___/___	___	
Restricted Access to Vertical Tanks secured?	___/___	___	
Warning Signs for Vertical Tanks present?	___/___	___	
Condition of Drums?	Comments: GOOD		
Other Buildings:			
	Yes	No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	___	___/___	
Signs of Vandalism?	___	___/___	
No Smoking signs present on wooden structures?	___/___	___	
Condition of signs?	Comments: GOOD		

David Byers  
Full

AR100138

# METCOA RESTART SITE

## Quarterly Inspection Checklist

QUARTERLY INTERIOR/EXTERIOR INSPECTION			
Date Inspected: <u>11/10/95</u>	Inspected By: <u>DAVID BYERS</u> <u>FRANK DILLON</u>		Weather Conditions: <u>30° &amp; FLURRIES</u>
Time: <u>11:40 A.M.</u>			
Other Buildings (continued):			
	Yes	No	Observations/ Actions Taken:
Fire Extinguishers present in wooden structures?	<u>✓</u>	<u>—</u>	
Location maps of Fire Extinguishers present?	<u>✓</u>	<u>—</u>	
Structural Condition of wooden structures?	Poor <u>—</u>	Fair <u>✓</u>	
Perimeter Fence:			
	Yes	No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	<u>—</u>	<u>✓</u>	
Signs of Vandalism?	<u>—</u>	<u>✓</u>	
Access Gates secured?	<u>✓</u>	<u>—</u>	
Warning Signs (on perimeter fence): <u>YES</u>			
	Yes	No	Observations/ Actions Taken:
Signs of Unauthorized Entry?	<u>—</u>	<u>✓</u>	
Signs of Vandalism?	<u>—</u>	<u>✓</u>	

*David K. Byers*  
*Frank Dillon*

# METCOA RESTART SITE

## Quarterly Inspection Checklist

QUARTERLY INTERIOR/EXTERIOR INSPECTION		
Date Inspected: <u>1/10/95</u>	Inspected By: <u>DAVID BYERS</u>	Weather Conditions:
Time: <u>11:48 A.M.</u>	<u>FRANK DILLON</u>	<u>30 deg</u> <u>SNOW FLURRIES</u>
Electrical Meter No. 949647366		
Time of Reading:	<u>11:51 am</u>	Comments:
Meter Reading:	<u>53329</u>	
	Demand <u>    </u>	
General Site Conditions: <u>Satisfactory</u> OVERALL GOOD		
Comments: 1. SNOW FENCE ALONG DRIVEWAY LEADING TO DECAU BUILDING DOWN. 2. ONLY ELECTRICAL BEING USED IS FOR NIGHT LIGHT AT END OF DRIVEWAY NEXT TO THE STREET. 3. REPLACED FIRE EXTINGUISHER PLANS <del>REMOVED</del> .		

*David Byers*  
*Frank Dillon*